

NEWSPAPER ADVERTISEMENT

**Town of North Stonington
School Modernization Building Committee
Request for Qualifications/Proposals
Interested Construction Management Firms**

The North Stonington School Modernization Building Committee invites submittal of proposals to provide Construction Management at Risk services for the following three projects: (1) the renovations and additions at Wheeler Middle and High School, (2) the renovations and additions at North Stonington Elementary, and (3) the roof replacement at the Board of Education, totaling \$38.55 M. Interested individuals and firms can obtain the Request for Qualifications/Proposals and project details on the town's website at www.northstoningtonct.gov.

All questions regarding this solicitation package must be submitted to the Selectmen's Office via email at selectmen@northstoningtonct.gov by 3:00 PM on May 12, 2017

Proposals must be submitted to Selectmen's Office, 40 Main Street, North Stonington, CT 06359, Attn: Mike Urgo, Building Committee Chairman no later than 12 noon on May 30, 2017.

LATE PROPOSALS WILL NOT BE ACCEPTED.

**Town of North Stonington
North Stonington School Modernization Building Committee
Request for Qualifications
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Background

A proposed referendum on May 16, 2016 was approved to include the three projects (1) the renovations and additions at Wheeler Middle and High School, (2) the renovations and additions at North Stonington Elementary, and (3) the roof replacement at the Board of Education, with a total cost of \$38.55 million. Subsequently, the North Stonington Board of Selectmen appointed a School Building Committee (hereinafter “Committee”) charged with completing these projects. The architectural firm of Quisenberry Arcari Architects LLC is the architect for the project and has completed construction documents for the projects.

Construction budgets have been completed on the schematic, design development and construction documents phases as part of the pre construction and they will be provided to the selected Construction Management firm.

The Committee seeks to secure the services of a Construction Manager at Risk (CMR). The Committee encourages respondents to offer proposals, which streamline and promote efficiencies within the process while protecting the interests of the Town of North Stonington (hereinafter “Owner”).

The services of the Construction Manager will be in accordance with the AIA Document A133-2009, Standard Form of Agreement Between the Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a guaranteed Maximum Price, as modified, and AIA Document A201-2007, General Conditions of the Contract for Construction, as modified.. To allow a baseline comparison, the respondent shall provide the following services as a minimum:

Pre Construction Phase

- Development of a site plan to show placement of temporary drives, power locations, water outlets, site drainage, trailer placement, materials, storage, etc.
- Development of a safety program for the project
- Development of bid packages, including the division of work into packages for bidding so as to achieve complete buy-out of the project., including all CHRO requirements.
- Identification and securing of long lead time items
- Development of bidders list for each of the trades and bid packages
- Development of bidding schedules
- Assistance in the review of bids received
- Assistance in preparation of recommendations concerning bids

Construction Phase

- Administration, management, scheduling, and related services to coordinate the construction on site
- Schedule and coordinate job-site meetings involving all contractors with contractual interest in the project

- Attendance at weekly administrative meetings involving the Owner, Architect, and others as appropriate
- Receipt and processing of payment requisitions
- Evaluation of claims from contractors, including initial evaluation of claim and preparation of written response complete with suggested action
- Completion of punch list
- Firm knowledge of testing procedures and oversight
- Understanding and implementing specifications
- Implementation of proper safety procedures

General Conditions

- A. The Town of North Stonington reserves the right to accept or reject any or all Proposals. The Town of North Stonington shall be under no obligation to accept a Proposal if it is deemed to be in the best interest of the Town of North Stonington not to do so.
- B. The Town of North Stonington is an equal opportunity employer and does not condone discrimination in its policies, practices and procedures on the basis of race, creed, color, national origin, age, sex, or handicap. We advise all Firms of our intent to negotiate business only with other equal opportunity employers.
- C. The Town of North Stonington reserves the right to terminate the Contract between the Town and the Firm for any reason so as long as the Town gives the Firm at least 30 days written notice. The Town of North Stonington will pay for actual cost to date of termination; however, the Firm shall not be entitled to any profit on unfinished or unearned work.
- D. The Town will only contract with one firm for all projects.
- E. Costs and fees contained in the proposal will remain valid for a period of ninety (90) days after the closing date for submission of proposals and may be extended beyond that time by mutual agreement between the Town and the respondent.
- F. The Town of North Stonington is not liable for any cost incurred for any purpose prior to the execution of a signed contract. Any oral agreement or arrangement made by any respondent with the Town or any employee shall be superseded by the written agreement. The Town reserves the right to amend, extend, curtail or otherwise change the terms of the resultant contract prior to execution, upon determination that such action will be to the advantage of the project effort. No cost chargeable to the proposed contract may be incurred before receipt of either a fully executed contract or a specific written authorization from the Building Committee.
- G. Submission of a proposal constitutes admission on the part of the respondent that the proposal submitted is not made in connection with any competing individual or firm submitting a separate response, and is in all respects fair and without collusion or fraud. It further constitutes admittance that the respondent did not participate in the Request for Proposals development process and had no knowledge of the specific contents of the

Request for Proposals prior to its issuance, and that no employee of the Town participated directly or indirectly in the respondent's proposal preparation.

- H. The Construction Management Firm shall agree and warrant that it will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, mental retardation or physical disability or other basis in any manner prohibited by the laws of the United States, the State of Connecticut, or the Town of North Stonington.

Proposals

The respondent shall submit the following information, in the order given below, with each section not to exceed the maximum number of pages given. Each section must be addressed, and the Committee reserves the right to reject responses, which do not follow the format given.

- **Executive Summary:** Briefly describe the respondent, the approach to the project, the staffing available and envisioned for use on the project, and the capability of the respondent to operate to the given schedule while providing the services required (1 page).
- **History of the Respondent:** Give an overview of the history of the respondent with emphasis, upon recent projects of a similar nature. Highlight significant projects, accomplishments, and awards, as well as alliances or partnerships with other contractors, professionals, and owners (2 pages).
- **Synopsis of the Respondent:** Describe the Respondent's organization. Specify the personnel and equipment available for assignment to the project. Specify the bonding capability of the Respondent. Supply resumes of principal personnel as an appendix. Indicate contact person for the proposal phase, telephone and fax numbers (Synopsis: 2 pages, Appendix: As required).
- **Approach to Project:** Describe, in whatever manner the Respondent deems appropriate, the Respondent's approach to the Project commencing with your appointment as Construction Manager and ending with completion of punch list items and closeout of paperwork (2 pages).
- **Past Projects & References:** Provide a listing of all projects over 25 million dollars undertaken (whether completed or not) within the last five (5) years. Provide a list of contacts complete with phone and fax numbers for all projects listed (as required).
- The submittal shall have each of these sections clearly delineated. **The Respondent shall submit an original and fifteen (15) copies of the Proposal. The Proposal should contain a fee proposal for the services contemplated.**

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Basis of Award

Selection will be based upon the proposals received. The committee reserves the right to interview candidates.

The Committee may choose to conduct interviews of up to four most responsible qualified finalists selected on a Monday evening in June 2017. Should interviews take place, respondents selected for interviews should allow thirty (30) minutes for the oral interview to present their qualifications and proposal and fifteen (15) minutes for a question and answer session. This time shall be strictly enforced. Selection of interview times will rest solely with the Committee. All interviews will be conducted in Executive Session of the Committee.

The Committee shall rank the proposals and the firm with the highest qualifications for the project will be asked to meet with the Committee to determine the scope of services and a contract will be negotiated. If an agreement cannot be reached the negotiations with that firm shall be terminated and the next highest candidate will be contacted for the same process.

The Owner will give consideration to the following aspects of the Submittal and Presentation:

- Documented successful past performance of similar undertakings
- Construction management philosophy and approach
- Manpower planning
- Automated cost control and project tracking systems and capability
- Construction management and administration procedures
- The construction managers contingency as a percentage of the construction costs
- The cost of the 100% performance & payment bond
- Success building high efficiency and eco-friendly structures
- A track record of success with project completion at and/or under the given budget

The Committee reserves the right to accept any proposal or to reject any or all proposals and to waive informalities in proposals when such actions are deemed to be in the best interests of the Owner.